



# The Co-operative Nursery School of Almonte

## Sanitary Procedures

### Hand Washing

Hands should be washed following the charts/posters in washrooms and above sinks (Ontario Public Health Recommendations):

- after changing a diaper/pull-up
- after using the toilet or assisting a child with his/her toileting routine
- before and after contact with potentially infectious materials (e.g. after blowing one's nose, coughing, or sneezing, touching nose, ears or eyes, cleaning up after a sick child)
- before, during and after handling or consuming food
- after handling toxic substances
- after handling garbage or recycling
- after coming in from outside
- after contact with animals (touching or feeding)
- whenever they feel dirty

Hands are dried using single served disposable paper towels or air dried.

### Diapering

Plastic gloves and a diaper change matt are provided in the washroom. A disposable change pad is used on the matt for diapering. The disposable diaper pad is placed in a plastic bag along with the soiled diaper and gloves and disposed of in the school garbage. The change pad must be sprayed with the disinfecting agent provided, and wiped dry, after every use. The individual diapering and child follow proper hand-washing routine.

### Classroom Cleansiness

**Please see the Cleaning Checklist posted on the school bulletin board inside the classroom and above the sinks which outlines all cleaning duties to be completed on a daily basis.**

**Dishes** – proper dishwashing (Leeds, Grenville, Lanark Public Health Unit) is posted above the sink in the school. Dishes are cleaned and sanitized using a three-sink system to wash, rinse and disinfect.

**Tables/Counters and Chairs** – eating and food preparation surfaces are sanitized before and after use/eating using a pre-mixed spray of disinfectant and water which can be found in the cupboards under the sinks (child-proof locks for safety); chairs are disinfected following the completion of snack and/or use for the day.

**Toys and Equipment**- if a child puts a toy in his/her mouth, and/or coughs or sneezes on a toy it should be placed in a bin for disinfecting prior to any other children having the opportunity to play with it. All other toys and equipment will be disinfected on a monthly basis, or prior to it being put in storage for use on a later date.

**Laundering** – all hand towels are to be put in the laundry daily and will be send home on a weekly basis with the parent(s)/caregiver(s) who has volunteered to assist with school laundry; paint aprons will be washed every second week or as needed; dress-up clothes will be washed as needed.

**Physical Space** – Floors are swept and mopped with disinfectant, and carpets are vacuumed on a daily basis and as necessary. Garbage will be removed at least once a day at the end of the morning. When the water table is used, water is changed daily and table is disinfected.